FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00150034-A **Type of Permit:** FILMING **Release Date:** 03/29/2019

Production Company YOURS TRULY CREATIVE, LLC

Insured Company Name YOURS TRULY CREATIVE, LLC
Contact Phone No. 1 562-233-8264
Contact Phone No. 2
Fax
Address 712 SANTA FE AVENUE, SUITE 304
LOS ANGELES, California 90021

Production Title ASSUME FORM

Type of Production Commercial - Internet

Producer Heron Bourke

Director Babak Khoshnoud

1st AD Heron Bourke

Production Manager Heron Bourke

FilmL.A. Coordinator Hans Groszkruger

Location Manager Heron Bourke
Primary Phone Mobile - 541-517-1468
Secondary Phone

Location Assistant Andrew Johnson
Primary Phone Mobile - 541-517-1468
Secondary Phone

Fees

LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$38.00
FILMLA NON-REFUNDABLE FILM PERMIT RIDER FEE	$109.00

Total Permit Fee $147.00

Number of Locations 1

NOT A PERMIT

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Summary Information — Location

Permit Number	F00150034-A	**Location Manager**	Heron Bourke
Production Company	YOURS TRULY CREATIVE, LLC	Primary Phone	Mobile - 541-517-1468
Insured Company	YOURS TRULY CREATIVE, LLC	Secondary Phone	
Production Title	ASSUME FORM		

Location Address 3650 Verdugo Rd, Los Angeles, CA, 90065

Location Name Glassell Park Recreation Center and Youth Center

Location Type Park

Film Dates 3/28/2019 - 3/28/2019 19:00 - 23:00 1 day

Open or Closed to the Public Open

Generic Conditions
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Please see attached document PARK.PDF

Equipment on Location

Type	Quantity
5 Ton Truck	2
Cast/Crew vehicles	18
Generator	1
Vans	1

Personnel on Location

Type	Quantity
Cast	4
Crew	18
Rec & Park Monitor required	1
Spot Check	1

Filming Activities Camera on sticks; Equipment on property; Exterior models against scenery; Exterior motion without sound; Handheld equipment; Fischer 11 Dolly (on wheels) ; RES 64805;

Jurisdiction **Political:** Los Angeles City - Council District 01 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Production Title	ASSUME FORM		

Thomas Guide **Page:** 594 **Grid:** H2

Coordinator Note Rider A created to extend location until 2300 and collect additional monitor fee

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- **Ok to FILM at GLASSELL RECREATION PARK on 03/28/2019 (see plot plan).**
- **COMPANY IS NOT APPROVED TO FILM ON THE FIELDS AND BASEBALL DIAMONDS DUE TO REC CENTER PRACTICES.**
- **Ok to capture a series of video portraits in various locations within the park on the grass areas.**
- **Ok to use handheld equipment, a tripod, a dolly, camera carts, a generator, cables, lights and pop-up tents.**
- **Ok to PARK 18 crew cars and 2 cube trucks in the parking lot (see plot plan).**
- **No on-site CATERING.**
- **Ok to use the pop-up tents for shading.**
- **Must NOT park in staff parking stalls or in the handicap stalls.**
- **Yes, generator approved to be placed on Park property.**
- **Not approved to alter Park property.**
- **Must leave all fire lanes open at all times and do not block any fire hydrants.**
- **Company does not have exclusive use of parks/parking lots.**
- **Must work around park patrons, park activities and park maintenance staff.**
- **No blocking off exits/entrance of driveways.**
- **No staking. Must be free-standing.**
- **If tents are being used, they must be secured with sandbags or water barrels.**
- **If generators are being used, must have plywood or concrete base and must not be underneath any trees.**
- **Generators must be kept on concrete/plywood base. Keep away from trees/brush.**
- **A fire extinguisher is required with generators at all times.**
- **Not allowed to have Propane Heaters on-site unless approved by LAFD.**
- **Company must leave all areas clean after use.**

DRAFT PERMIT

- **Must maintain the 20ft emergency vehicle clearance.**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- **No simulated sex allowed on Park property.**
- **No nudity allowed on Park property.**
- Film permits do not provide exclusive use of a park or recreation area.
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed

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depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-150034
YOURS TRULY CREATIVE, LLC – ASSUME FORM
(GLASSELL RECREATION PARK)

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